



STONYHURST

JOB DESCRIPTION

LANGUAGE ASSISTANT

We appoint Language Assistants for a one year fixed term to offer them a development opportunity, which often helps them to decide whether a career in education is for them. During the year our Language Assistants have opportunities to develop a range of key transferable skills which will serve them well in the future whether or not they choose to pursue their career in education.

In return for their contribution to the life of the College, Language Assistants are paid a monthly allowance for 10 months and are offered board and lodging within the College during term time for which a small charge is made.

Usually, Language Assistants are expected to work 12-15 hours each week in the Languages Department. They may also opt to make a contribution to boarding pastoral care at the College which attracts additional pay.

Please note key aspects of the role as follows:

- Attend 12-15 hours per week with classes in class in K2+3+4 and assist the class room teacher in the delivery of the lesson in the class room or the computer room. This might mean under the guidance of the teacher supervising a game with small groups of pupils in class or practising spoken target language with individuals, pairs or small groups just outside the class room or helping the weaker pupils to understand and remain focussed on harder exercises
- With senior pupils: to see pupils in the evening for individual speaking or pair work for twenty minutes per pupil in Poetry or Thirty minutes individual practice with Rhetoricians per week.
- Help with the preparation of materials for use in the class room by the French teachers, ie creating displays, slideshows, worksheets, resources, materials for use with Schoolshape etc. and to help with administrative tasks when necessary.

- All staff at Stonyhurst are expected to promote the College's Mission and Identity.
- The language assistants involved in Pastoral Care for pupils will work in support of one of the Houseparents. The position is residential and includes duties normally associated with boarding pastoral care.
- Language Assistants will not normally be asked to work outside term time. However, the College cannot guarantee that the accommodation allocated to them will be available outside term time.

In addition, the successful candidate must:

1. Be entitled to work and reside in the UK
2. Be in good health
3. Have an excellent employment record
4. Have excellent references
5. Be committed to safeguarding and promoting the welfare of children and young people

The successful candidate will be subject to an enhanced DBS check.